

23 January 1980

MEMORANDUM FOR THE RECORD

SUBJECT: Meeting of Agency Energy Committee -
16 January 1980

STAT 1. The Agency Energy Committee convened at 1330 hours
on 16 January 1980 in Room [] Building. The following
were in attendance:

STAT James H. McDonald

Director of Logistics, Chairman
Office of Logistics
Office of Logistics
Office of Communications
Office of Data Processing
Office of Personnel Policy,
Planning, and Management
Executive Officer, DDA
Directorate of Operations
National Foreign Assessment Center
National Foreign Assessment Center
Directorate of Science & Technology
Resource Management Staff

2. Mr. McDonald summarized the comments received on restricted use of privately owned vehicles. Most felt that approval levels are appropriate as they currently stand and should not be changed. All were in general agreement that reimbursement should be continued for routes with shuttle service because of lack of sufficient official transportation and the time factor involved. The group also felt that the use of U-Drive It official vehicles should be encouraged as long as they could be made available in sufficient quantities, although there was some question as to whether they would save energy. The question is not so much as they would save energy but that we would be switching from use of POV's to official government transportation. There were mixed reactions on resorting to a regulatory issuance to enforce approved policy. Some favored establishing standards; others did not because supervisory discretion would be limited.

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3. A draft Executive Order on a Federal Ride Sharing Program is now being circulated to executive agencies for comment. If passed, it would put further restrictions on the use of POV's and the use of government-furnished transportation. The main thrust of the order is to get people to use public transportation. While the consensus right now is to leave the use of POV's as is, we may have to come back to this issue if the Executive Order is passed.

4. The issue of setting up further incentives for those employees who consistently carpool is currently under consideration.

5. The headquarters notice on use of heaters and fans has been published, and most employees seem to be going along with it.

6. Both the Offices of Communications and Data Processing feel that the UPS is absolutely necessary to maintain the integrity of their systems. No further action will be taken on this item.

7. The small boiler project is now under contract and is to be installed in the spring. The operating flexibility provided by this small boiler will enable significant energy savings to be achieved.

8. GSA has performed an energy audit of the Headquarters Building. The study now needs to be reviewed for accuracy and completeness and also to incorporate any further energy savings ideas of our own. After this has been accomplished, we will then get together with GSA to outline our priorities.

9. It has been brought to our attention that a number of windows are found open in the Headquarters Building on any given day. If a room is too hot the employees should first call the Headquarters Engineering Branch to resolve the problem. Opening windows can result in a significant energy loss.

10. Concerning the issue of closing the DCI's garage as an energy saving as well as a space benefit, a short paper will be forthcoming giving the options available and an estimate of the amount of energy that would be saved if it were converted to a dry sprinkler system, therefore obviating the need for heat but maintaining an exhaust system.

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11. As a result of a survey conducted in October for those employees expressing an interest in forming vanpools, 640 responses were received. A presentation on the formation of vanpools was presented in the Headquarters auditorium on 14 January, and approximately 200 employees were in attendance. For those who missed the presentation, the program has been video-taped and will soon become available. It is still a little premature to determine whether or not there is sufficient employee interest in such a program.

12. A headquarters notice encouraging components to take a liberal look at the use of flex-time has now been published.

13. An employee bulletin containing a list of energy committee members has also been issued. Employees should become aware of who is on the committee so that they can act as a sounding board for any energy conservation ideas.

14. A suggestion box for energy conservation ideas was discussed. The members of the group felt that a separate medium for energy issues was not needed insofar as people already know the suggestion system and it would only tend to confuse the issue.

15. There was some discussion on the use of a power chopper as an energy conservation measure. The problem with the chopper is that it only works on single-phased motors of up to three horsepower. There is also some difficulty in analyzing the pay-back period, who installs it, who maintains it, and what happens when it goes bad. Because of the above mentioned difficulties and the limited number of such motors at Headquarters, the suggestion was turned down.

16. An employee suggestion entitled "Energy Conserving Automatic Light Output" was also discussed. This has to do with installing a photo cell to control the output of fluorescent lights. One of the drawbacks is that it will only work on window offices. Insofar as the pay-back period was longer than the reliability period of the device, the suggestion was rejected.

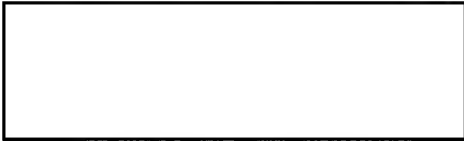
17. There was yet another employee suggestion suggesting that additional shower facilities be installed to accommodate joggers and bicyclers who would commute to work in such a manner. The suggestion will be rejected insofar as adequate facilities are presently available and safety considerations preclude the Agency from explicitly encouraging hiking, bicycling, etc. for commuting.

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18. The possibility of improving Metro service to the Headquarters Building was an issue recently brought up among the DDA/MAG members. The Logistics Services Division, OL, is continually in touch with Metro officials, and it is their understanding that current ridership does not justify any change from current policy. Employees should be encouraged to call or write Metro themselves to make their feelings known.

19. In response from employees at NPIC for increased shuttle service, a van will be available on an experimental basis to provide direct access to Headquarters rather than going to Chamber of Commerce Building first.

20. As a result of the energy audit conducted by GSA, the next step is to identify those things that are worth doing, focus in on them, and get together with GSA to sort them out. There being no further business, the meeting was adjourned.


JAMES H. McDONALD
Chairman, Agency Energy Committee

Distribution:

- 1 - Each attendee
- 1 - OL/P&PS Official
- 1 - DDA
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